

**CAPE MAY COUNTY TECHNICAL SCHOOL DISTRICT
188 CREST HAVEN ROAD
CAPE MAY COURT HOUSE, NEW JERSEY 08210**

**February 21, 2017
1:00 p.m.**

**CALL TO ORDER
ROLL CALL**

The following were present at the meeting: Mr. Kerry Higgs, Board Member; Mr. Alan I. Gould, Board Vice President; Mr. Robert L. Boyd, Board President.

Mr. Anthony L. Anzelone and Dr. Richard Stepura, Board Members, were not present at the meeting. Dr. Stepura was attending a state meeting.

Also present at the meeting were: Amy L. Houck, Esquire; James R. Owens, Director of Buildings & Grounds; Steven Vitiello, Principal; Jacqueline A. McAlister, Supervisor of Post-Secondary, Evening Continuing and Adult Education & Apprenticeship; Nancy Wheeler-Driscoll, Director Curriculum & Instruction; Paula J. Smith, Business Administrator/Board Secretary and Dr. Nancy M. Hudanich, Superintendent.

FLAG SALUTE

Adequate notification of this meeting has been properly posted in the Press of Atlantic City on November 7, 2016, as prescribed by Chapter 231, laws of 1975.

PUBLIC INPUT

The District Safety Committee was recognized for their efforts in obtaining 1% participation in the NJ Well Program resulting in a 1% reduction in district health premiums for 2017.

ADMINISTRATIVE REPORTS

On the motion of Mr. Gould, seconded by Mr. Higgs, the following administrative reports were approved by roll call vote.

- A. James Owens, Director of Buildings and Grounds
The Board requested information regarding vinyl versus aluminum for the gym wall project.
- B. Steven Vitiello, Principal
- C. Nancy Wheeler Driscoll, Director of Curriculum and Instruction
- D. Jacqueline McAlister, Director of Post-Secondary, Evening/Continuing Education, Adult Education and Apprenticeship
- E. Dr. Nancy M. Hudanich, Superintendent

Administrators left the meeting at 2:47 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

On the motion of Mr. Gould, seconded by Mr. Higgs, the following minutes were approved by roll call vote.

- A. January 17, 2017, Board Meeting
- B. January 17, 2017, Executive Session
- C. Resolution to make public release of the following Executive Sessions minutes with portions redacted by the solicitor: July 2016 through November 2016

REVENUE & EXPENSE

On the motion of Mr. Gould, seconded by Mr. Higgs, the following Revenue & Expense (Items A through N) were approved by roll call vote.

- A. Board secretary’s monthly certification of budgetary line item status;
- B. Financial report A-148 and A-149, December 2016, board secretary report and treasurers report, pending audit;
- C. Board of education’s monthly certification of budgetary major account/fund status;
- D. Bills as presented;
- E. Budget summaries, December 2016;
- F. Transfers;
- G. Bids, contracts, reports, agreements:

<u>Name – Report/Contract</u>	<u>Purpose</u>	<u>Amount</u>	<u>Date/Year(s)</u>
Special Education Medicaid Initiative (SEMI) Program	Wavier of Requirements	N/A	SY2017/2018
Pittsgrove Township Schools	Agreement to participate Natural Gas Jointure		1/1/2017 – 6/30/2018
DEC Electrical Contractors (Resubmission)	Change Order #1 Added Devices	\$2,504.62	2/21/2017

Appointment of Robert L. Boyd and Vice President Alan I. Gould and board member Anthony I. Anzelone as alternate, to represent the Cape May County Technical School District at the Board of School Estimate meeting on March 28, 2017 at 3:00 p.m.

Tuition rates for the 2017-18 SY (no increase from 2016-17 SY):

Full-Time:	\$8,590.00
Shared-Time:	\$4,295.00
Full-Time Special:	\$8,092.00
Shared-Time Special:	\$4,046.00

Special Board of Education meeting to be held on March 8 at 1:30 p.m. to approve the final budget.

Donation(s)/Grant(s) for applying/accepting:

<u>Name of Donation(s)</u>	<u>Accept</u>	<u>Amount</u>	<u>Date</u>
Class of 2017 From: Kevin O’Neill, CPA	Accept	\$100.00	1/27/2017
Class of 2017 From: Jacqueline T. Stauffer	Accept	\$50.00	2/3/2017

Name of Grant(s)	Apply/Accept	Amount	Date
Secondary Perkins Federal	Accept additional allocation; apply through amendment to original application	\$10,287.00	SY2016/2

The following item(s) to be disposed, used by school lab or sold on (GovDeals):

<u>Name of Item(s)</u>	<u>Value</u>	<u>Reason for Removal</u>
Powermatic Bandsaw Inventory Tag #1000899	Unknown	Scrap Metal
Rockwell Drill Press Serial #1623232 Inventory #1001773	Unknown	GovDeals
Insight Upright Vacuum Inventory #1007424	Unknown	Returned under warranty
Wood Desk Inventory #1000912	Unknown	Previously disposed
Credenza Wood Inventory #1003635	Unknown	Previously disposed
Victory Refrigerator Inventory #1000018	Unknown	Previously disposed
Manitowoc Ice Maker Model 600 Inventory #1000292	Unknown	Previously disposed
Scanmark Test Scorer Model 2250 Inventory #1000527	Unknown	Previously disposed
Hobart Freezer 1 door Inventory #1000717	Unknown	Previously disposed
Groen Kettle Steam Floor Inventory #1001242	Unknown	Previously disposed
Printer T- Shirt Inventory #1001780	Unknown	Previously disposed
6' Round Table Cafeteria Inventory #1003776	Unknown	Broken

Panasonic TV & Cart
 Model: AG-527.D
 Serial #H9AA10027
 Inventory #1003164

Obsolete

Post-Secondary Tuition Fees, SY2017/2018

Program	SY2016/2017	Increase	SY2017-18
Academy of Travel & Tourism	\$3,000.00	\$150.00	\$3,150.00
Advertising & Design	\$3,000.00	\$150.00	\$3,150.00
Auto Mechanics	\$3,000.00	\$150.00	\$3,150.00
Baking/Pastry	\$3,000.00	\$150.00	\$3,150.00
Bus. Serv. Acad. Of Finance	\$3,000.00	\$150.00	\$3,150.00
Computer Technology	\$3,000.00	\$150.00	\$3,150.00
Culinary Arts	\$3,000.00	\$150.00	\$3,150.00
Early Childhood Dev.	\$3,000.00	\$150.00	\$3,150.00
HVAC Sustainable Energies	\$3,000.00	\$150.00	\$3,150.00
Cosmetology/Hairstyling	\$4,500.00	\$250.00	\$4,750.00
Dental Assisting	\$6,000.00	\$300.00	\$6,300.00
Practical Nursing	\$8,800.00	\$400.00	\$9,200.00
Welding	\$3,800.00	\$200.00	\$4,000.00

Travel (Employee/Board Member)

<u>Name</u>	<u>Event</u>	<u>Location</u>	<u>Cost</u>	<u>Date(s)</u>
Michael Matthews	NJ Powerschool Users Group Conference	Atlantic City, NJ	\$350.00	3/6-8/2016
Jacqueline McAlister	School Security 101	Mt. Laurel, NJ	\$183.23	3/1/2017

COMMUNICATION

Correspondence from

Elizabeth Bozzelli, Clerk of the Board

Synopsis:

Notification of Resolution No. 14-17 appointing Freeholder Director Gerald M. Thornton, Freeholder E. Marie Hayes and Freeholder Will Morey as members of the Board of School Estimate for the Cape May County Technical School District for 2017.

Correspondence from

Gregg & Shirley Taylor

Synopsis:

Commending 2017 Class Advisor Suzanne Sykes for working extremely hard with senior student in raising funds for the prom and their success with the well-attended dinner and comedy show at the Avalon Links Restaurant.

CURRICULUM

On the motion of Mr. Gould, seconded by Mr. Higgs, the following curriculum was approved by roll call vote.

- A. Job cards, December 2016;
- B. Admissions Committee through October 31, 2017:
Nancy Wheeler-Driscoll
Rita King
Denise Procopio
Steven Vitiello
- C. Homebound instruction for the following students:
C.G. (revised date of 12/12/2016) through end date pending
A.H. 1/24/2017 through 4/13/2017
M.C. 2/27/2017 through 4/24/2017
- D. Field Trip

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
2/24/2017	Dennis Twp. Elementary/ Middle School Career Fair (Grade 12)	20	2
3/3/2017	Mercer County Technical School Skills USA competition (Criminal Justice Quiz Bowl) (Grades 11 – 12)	5	1
3/8/2017	Cumberland County Technical Education Skills USA Competition (Welding Fabrication) (Grade 12)	3	1
3/11/2017	Gloucester County Institute of Technology Skills USA Competition (Crime Scene Investigation, Cosmetology Knowledge Bowl & Job Skills competition) (Grades 11 & 12)	9	3
3/15/2017	Gloucester County Institute of Technology Skills USA Competition (Radio Productions and News Production) (Grades 10 -12)	8	2

<u>Date</u>	<u>Destination/Purpose</u>	<u>Students/Teachers/Aide</u>	
3/17/2017 or 3/16/17	Philadelphia Flower Show experience highest level of landscape architecture & design (Grades 10 -12)	16	2
4/8/2017	Garden State Exhibit Ctr. & Somerset County Vocational & Technical School Skills USA State Championships *number depends on results of previous Skills competition (Grades 11 and 12)	32*	13*

LEGISLATION & POLICY

On the motion of Mr. Gould, seconded by Mr. Higgs, the following policies/regulations for second reading were approved by roll call vote.

A.	4119.26 4219.26	Electronic Communication by School Staff
B.	5111	Admission
C.	5113	Attendance, Absences and Excuses
D.	5114	Suspension and Expulsion
E.	5114	Regulation
F.	5114	Exhibit 1
G.	5114	Exhibit 2
H.	5114	Administrative – Board Chart
I.	5118.2	Foster Care and Educational Stability
J.	5118.2	Regulation
K.	5120	Assessment of Individual Needs
L.	5131	Conduct/Discipline
M.	5131.5	Violence/Vandalism
N.	5131.6	Drugs, Alcoholic Beverages, Tobacco (Substance Abuse)
O.	5131.6	Regulation
P.	5131.7	Weapons & Dangerous Instruments
Q.	5134	Married and Pregnant Students
R.	5141	Health
S.	5141	Regulation
T.	5141.4	Missing, Abused and Neglected Children
U.	5141.4	Regulation
V.	5145.4	Equal Educational Opportunity
W.	6147	Standards of Proficiency
X.	6172	Alternative Education Programs

PERSONNEL

(All hiring is contingent upon the recommendation of the Superintendent and result of criminal background investigation and request for emergent hiring will be made where appropriate).

On the motion of Mr. Gould, seconded by Mr. Higgs, the following personnel were approved by roll vote.

Name	Position	Description Funding Program	Step Amount Longevity	Effective Date(s) or # of Days
Becker, Paul	Asst. Coach Softball	(1 st year)	*\$3,200.00	SY2016/2017
Ward, Patti	Asst. Coach Softball	(1 st year)	*\$3,200.00	SY2016/2017
Adams, Michael	Substitute Teacher	High School	\$90 per/day	SY2016/2017
Rossner, Cooper	Substitute Teacher	High School	\$90 per/day	SY2016/2017
Piotrowski, Deneen	Substitute Teacher Planning/Preparation (Physical Ed Teacher)	High School (\$90 to \$110 per day adjustment)	\$110 per/day	1/9/2017- 1/26/2017
Ladd, Bill	Teacher	Homebound	\$30 per/hr.	SY2016/2017
Nelson, Lisa	Teacher	Homebound	\$30 per/hr.	SY2016/2017
Tack, Gina	Teacher	Homebound	\$30 per/hr.	SY2016/2017
Vitale, Mary Anne	Teacher	Homebound	\$30 per/hr.	SY2016/2017
Halsey, Brian	Teacher Mentor for Jason Godfrey	Traditional route funded by mentored- payroll deductions	\$550.00	SY2016/2017
Palombo, Michael	Security Monitor	District Security	\$16.50 per/hr.	SY2016/2017
Ulbrich, Anna	Security Monitor	District Security	\$16.50 per/hr.	SY2016/2017
Rescind Edelman, Kelly	Re-write curriculum for Practical Nursing	Perkins Post- Secondary funding	\$1,200.00	SY2016/2017
Lloyd, Katie	Practical Nursing Instructor	Post-Secondary	Step 5 *\$57,793.00 10-month Pro-rated	2/1/2017- 6/30/2017
Lloyd, Katie	Re-write curriculum for Practical Nursing	Perkins Post- Secondary funding	\$1,200.00	SY2016/2017
Rogers, Kimberly	Practical Nursing Instructor Substitute	Post-Secondary	\$160 per/day	2/21/2017
Owens, James	Director of Buildings & Grounds	**adjusted longevity	\$89,097.00 + 400.00** \$89,497.00	SY2016/2017
Employee #79		FMLA Workers Compensation		12/20/2016- 2/9/2017
*pending negotiations				

BOARD MEMBER COMMENTS AND DISCUSSION ITEMS

EXECUTIVE SESSION

On the motion of Mr. Gould, seconded by Mr. Higgs, a Resolution to Adjourn the Public Meeting and to enter into Executive Session pursuant to the New Jersey Open Public Meeting Act convened at 1:58 p.m. to discuss the following matters:

Legal Update
Negotiations
HIB

Minutes of this Executive Session will be made available to the public at a time when the disclosure of such minutes will not conflict with the lawful purpose for which such discussion is held in Executive Session. (At this time, it is not possible to estimate when the minutes of this Executive Session may be disclosed to the public consistent with the lawful purpose of which such disclosure is held, however, the board shall review the minutes of this Executive Session no later than 90 days from this date in order to determine which such minutes may be released to the public at that time). Upon conclusion of the Executive Session, it is anticipated that the board will take action at the time in connection with the matters discussed in Executive Session.

RETURN TO OPEN SESSION

On the motion of Mr. Gould, seconded by Mr. Higgs, affirming, rejecting or modifying action taken by the Superintendent for Harassment, Intimidation and Bullying (HIB) investigation(s) for the following period was approved by roll call vote.

December 17, 2016 through January 12, 2017 (3 – investigations)

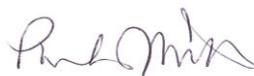
Acknowledging the investigations that occurred between the following period was approved by roll call vote.

January 13, 2017 through February 16, 2017 (1 – investigation)

ADJOURN

On the motion of Mr. Gould, seconded by Mr. Higgs, the meeting was adjourned by 2:17 p.m.

Respectfully submitted,



Paula J. Smith
Board Secretary

/jmr